

TOWN OF WASHINGTON
REGULAR TOWN BOARD MEETING
Minutes

Tuesday, September 15, 2015
6:00 p.m. – Rutledge Room

DRAFT
SUBJECT TO BOARD APPROVAL

1. Call to Order: Chairman Jim Hanson called the meeting to order at 7:15 p.m.
2. Pledge of Allegiance to the Flag: Chairman Hanson led the Pledge of Allegiance.
3. Roll Call by Town Clerk: In addition to Chairman Hanson, supervisors present at roll call included Elizabeth Holmes, Randall Sorensen, Kirby Foss and John Rader.
4. Town Chairman's Remarks: Chairman Hanson began by making a tribute to Walt Nehlsen for his years of service to the Town. An antique propeller had been engraved for Walt; Walt graciously accepted, stating it would hang at the airport. Chairman Hanson stated there was a conflict with the school board meeting to be held the same night as the Board meeting. He stated he would coordinate with the school on such conflicts going forward. As information, a small club on the Island that do remote control airplanes has submitted a presentation for review and inclusion on next month's board meeting.
5. Approval of Minutes: Motion / discussion RTBM of August 18, 2015, UDBM of August 25, 2015 and Board of Review of August 18, 2015. Supervisor Sorensen made a Motion to approve the minutes, Holmes second; Motion carried.
6. Review of Committee Minutes Including Parks, Fire Dept., and Infrastructure Committee. Supervisor Foss made a Motion to accept the Committee reports; Holmes second; Motion carried.
7. Public Comments – Anyone wishing to address the Board on an item listed on the agenda must fill out a card and give to the Chairman to be called upon at the appropriate time on the agenda. Two cards pertaining to the airport had been submitted; the discussion will be included in upcoming agenda item on the airport.
8. Supervisors Response – Any questions or comments among Board members. Discussion only. Items to be placed on next months' agenda. Supervisor Foss stated the school will be doing a Beach Sweep of Schoolhouse tomorrow. All grades will be involved.
9. Approval of Bills, Journal entries and Bank Reconciliations – including all Town Committee. Motion by Supervisor Sorensen to accept all Journal entries and bank reconciliations, including all Town Committees. Second by Holmes; Motion carried.

10. Department Activity Reports: Motion by Supervisor Holmes to approve all Activity reports as presented; Second by Supervisor Foss. Motion carried.

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- A. Public Works
- B. Fire Department
- C. Financial Reports – including all committees
- D. Utility District
- D. Oral Reports from Supervisors from their various appointed departments.
Monthly updates – FYI's

11. Communications: Any letters or Correspondence received from the public or a committee. Items may be acted upon during communications.

- A. School Shared Services Agreement – FYI Chairman Hanson has met with the new school Administrator to discuss the shared service agreement. This agreement will be on the agenda for next month's Board meeting.
- B. Corps of Engineers' Planning Assistance--A letter in the packet from the Corps of Engineers for a planning assistance grant; Hanson stated ideas on this could come to the Board.
- C. School Work Study Program: Chairman Hanson stated there was a letter from the school asking for permission for a student to perform a work study program at the Town landfill. This is continuation of a summer work study.
- D. Forrest Danforth Property--Holmes stated Danforth approached the Town about purchasing 20 acres adjoining the airport. Chairman Hanson stated it could be considered if anyone was interested and place the item on a future agenda.
- E. Parking on bike path near the Lutheran Church--Supervisor Holmes had been called about the problem of cars parking on the bike path near the church, obscuring site lines for bikers coming up the hill.
- F. Island Phone Service--Chairman Hanson stated a recent power outage resulted in phone service loss for over a week for some Island customers. Question was raised to have the Town write a letter to Frontier to bring this issue forward. John Rader volunteered to write a letter to the appropriate person.
- G. Airport Improvement Plan--Chairman Hanson stated there have been several contacts from constituents to remove paving of the runways off the plan; Hanson will compose a new plan to present at the October meeting. Discussion of issues around tree cutting and the engineering proposals followed. Clerk Carpenter stated a recent meeting between the engineers, Walt Nehlsen and Carpenter clarified the obligation of the Town according to the contract. The engineers are gathering the documents regarding expenditures and compliance and, she stated, the Town is up to date on paving of the parking lot, striping, signing and the AWOS has been accomplished. Items remaining on the Statement of Project Intentions would be considered as a "wish list" and need to be brought up to the Board and discussed, for now these are wish list items only and in Chairman Hanson's words, "could disappear".
- H. Building Permits
- I. Baird's Public Finance Team--brought brochure for Town
- J. Proposed Pier Application

12. Old Business: Action items--there is no Old Business Action item.

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13. New Business: Action items.

- A. Utility District Fee Increase Ordinance 2015-06--Discussion of extending increase of fee commencement to January 1st, 2016. This would allow inclusion of information on the increase to be included in the tax bills. Supervisor Sorensen made a Motion to accept the Ordinance as written with the exception of making it effective January 1, 2016. Second by Holmes; Motion carried.
- B. Copier Lease Agreement--The lease on the current copier is up and the Town needs to purchase this machine or lease a new one. Supervisor Foss made a Motion to accept the lease agreement for a new copier; second by Sorensen. Motion carried.
- C. Easement Agreement--Supervisor Holmes took over chair for this item and Chairman Hanson took place in the audience as a family member. Supervisor Sorensen brought the Easement agreement to the floor for approval; second by Foss. Motion carried.
- D. Application for Operator's License Elizabeth Wallman, Vesta Davidson. Supervisor Foss made a Motion to approve an Operator's license for Elizabeth Wallman and Vesta Davidson. Second by Sorensen; Motion carried.
- E. Driveway Permit Karen Taylor: Supervisor Holmes made a Motion to bring the Driveway Permit to the floor. Second by Sorensen; Motion carried.
- F. Ordinance 2015-05 Board of Review Procedures: Supervisor Sorensen made a Motion to accept Ordinance 2015-05 Board of Review Procedures. Second by Holmes; Motion carried.
- G. Budget Resolution 2015-08: Supervisor Sorensen made a Motion to approve Budget Resolution 2015-08. Second by Holmes; Motion carried.

14. Public Comments, items not on the agenda: Comments will be limited with no rebuttals. Board discussion is limited to questions for clarification only. Mary Marik asked about vacancies listed for the positions of Airport Manager and Utility District manager. Chairman Hanson stated Walt Nehlsen feels his health has improved and will resume his duties as Airport Manager. He will work with the Public Works Director to train him in the duties of that position. Chairman Hanson stated Utility District Manager is part of the Public Works Director's job description. Mary Marik asked about the tree that reportedly cost \$1500.00 and died; Board members stated it had not been watered sufficiently. Supervisor Foss said the tree was guaranteed and will be replaced, same type, same size, with no additional cost. It will be planted in spring. Louis Munao asked what the increase in Utility District fees would be used for; Chairman Hanson stated expenses of the District have increased. Munao also brought up the nurse practitioner no longer works with the EMT squad. He asked what the Town Board is discussing about this issue. Chairman Hanson stated he only has had one call from a constituent regarding this. Munao stated the impact of not having nurse practitioners involved in chain of care leads to a more costly level of transportation to patients. Supervisor Holmes stated the Board is addressing this issue in closed session and she asked for the community to be patient. Chairman Hanson stated the Board will be looking into this matter.

15. Upcoming meetings:
- A. RTBM Oct. 21, 2015 5pm - Rutledge Room
16. Closed Session, as authorized under section 19.85(1)(c) for the purposes of considering employment, compensation and performance of public employees:
Supervisor Sorensen made a Motion to move into closed session; second by Supervisor Holmes. Roll call: Sorensen, aye, Holmes, aye, Foss, aye, Rader aye. The Board moved into closed session at 7:20 p.m.
17. Return to open session at 7:40 p.m. Motion by Sorensen second by Holmes to return to open session. Roll call: Hanson, aye; Sorensen, aye; Holmes, aye; Foss, aye; Rader, aye.
18. Action taken in closed session: None.
19. Adjourn: Motion by Supervisor Foss to adjourn at 7:41 p.m. Second by Sorensen. Motion carried unanimously.

Respectfully Submitted,

Valerie Carpenter, Clerk/Treasurer

James Hanson, Chairman

Elizabeth Holmes, Supervisor

Randy Sorensen, Supervisor

Kirby Foss, Supervisor

John Rader, Supervisor